

**Town of Howard
Town Board Meeting
July 12, 2023**

The regular meeting of the Howard Town Board was called to order by Supervisor Donald Evia at 7:00pm.

Present were: Councilman Ed Frey, Councilman Ron Dyer, Councilman Gary Rice, Supervisor Donald Evia and Highway Superintendent Lee Pyer.

Absent: Councilman Ed OBrochta

Also present: Robin Phenes

The pledge to the flag was led by Supervisor Evia.

Previous Minutes: The minutes for the previous meeting were reviewed by the Board. At the request of Highway Superintendent, Lee Pyer a change in the June minutes regarding a money amount error in the highway report had to be made. It was immediately corrected.

A motion was made by Councilman Ron Dyer and seconded by Councilman Gary Rice to approve the June 14, 2023 minutes.

Carried: Councilman Frey, Aye; Councilman Dyer, Aye; Councilman Rice, Aye and Supervisor Evia, Aye

Public Comment: Jim Emo a Howard resident sent a letter along with a couple pictures acknowledging the work done on Dublin Road it reads, "Thanks to Lee, the Highway Dept. and the Howard Town Board for oil and stoning Dublin Road. It is so much better. After years of this (dust) we now have a nice road. Thank you, Jim and Sue Emo

Department Reports:

A. Monthly Highway Report- Highway Superintendent Lee Pyer reports that the department has been grading and mowing roadsides. The oil and stone have been completed per the 284 Agreement. The milling of Star Road and Smith Road are done and graveled. He reports that there are still 4 more roads to mow. This will complete the first mowing.

Councilman Rice asked Lee if he had heard of a date when the Storage building project will start and Lee's commented he has heard nothing from the Contractor's for a start date, however he did have a discussion with the Contractor regarding Armor coming out to make sure his figurers and measurements were right before they start cutting the metal.

Lee also talks about the highway bills. Councilman Frey asks about how much money was left in the CHIPS fund. Lee explains that he does not have a clear figure until he starts doing his reimbursement forms. He also mentions to the Board that before the year gets by, he would like to put an order in for 2,000 ton of #1A stone with Hanson's in Bath, NY. for the 2024 CHIPS. It was mentioned by the Board he should also inquire

about getting #1 stone from Hanson's as well. The Board agrees that it would be a wise move to get the order in now.

Lee comments that he has not heard from Blade's (Dolomite) as far as when they are coming to start blacktopping the town's parking lot.

Lee mentions that the numbers are going to be close for the CHIPS fund.

Councilman Frey requests a written plan from Lee regarding the CHIPS amount for next month's meeting. Councilman Rice comments that it looks like they will be within the budget. Lee assures the Board he will have figures for next month's meeting.

Superintendent Pyer addresses the Board that they are having a mechanical problem with the Kenworth's gear box and engine skip. They have taken it to Sonny's Service, had the injector pump changed for \$5,000.00, this did not resolve the problem. It was suggested by Sonny's to put the truck on a D.I.N.O. which the closest one is in Penn. and Ohio. Lee comments that this needs to be fixed before winter. He asked the Board their opinion on what he should do about this issue. With further discussion the Board suggests getting a second opinion.

Councilman Frey brings up a concern about trucks and equipment being parked in the Salt building and the risk of rust. Superintendent Pyer says they will pull them out.

Councilman Rice asks about Spencer Hill Road project and Lee responded that under the FEMA site plan it will stay the same, no changes will be made.

- B. Monthly Planning Board Report-** No written report. Supervisor Evia asked Robin Phenes, Planning Board member if she had anything to report and she did not. Councilman Frey mentioned the Logging Law. Supervisor Evia mentioned that he spoke with the Chairman Thew and he said they were working on some forms and according to Councilman Frey who also spoke with William Thew, said he sent the New Amended final draft via email and the Clerk put it in their packets. It was determined through discussion with William Thew, Atty. that the Logging Amendment cannot be a policy, it must be a Law. Councilman Rice comments that the process will be getting a Public Hearing. The Board decided to wait until next month's meeting in August when they have all the complete law and forms from the Planning Board to review before setting up a Public Hearing for September.
- C. Monthly Fire Department Report-** Written report, in packets. Supervisor Evia gave the report on behalf of the Fire Department. He reports that there are 2 Business reports, May and June and their next monthly meeting will be Aug. 22, 2023. Don also announces the Old Home Day's is on Sept. 9, 2023 and the departments Holiday Party at the Fire Hall will be on Dec. 9, 2023 from 5:00 – 9:00pm.
The Fire Department roof is completed!
- D. Monthly Assessor's Report-** No report
- E. Monthly Building Inspector's Report-** No report

- F. **Monthly Town Justice Report-** Written report consisting of cases and fines. Justice Cornell wrote a check for \$1,336.00 to the town.
- G. **Monthly Animal Control Report-** Written report, 2 dogs at large. One on County Route 69 and the other a County Route 70.
- H. **Monthly Library Report-** Written report consisting of a letter to the Board, event calendar for July and August, Expense sheet and miscellaneous attendance sheets.
- I. **Monthly Town Clerk's Report-** Written report consisting of revenue that was brought in from 22 dog licenses, 11 certified copies and 2 building permits. Fran Sharp, Clerk also reports that we had a successful rabies clinic and the donations amounted to \$316.00 which was divided between the Steuben County Public Health and the Town of Howard.
- J. **Monthly Town Supervisor's Report-** Supervisor Evia reports that the check in the amount of \$1,336.00 from the Justice Dept. will be deposited in the bank the following day. Supervisor Evia also mentions that he received the town's half of the donations (\$158.00) from the rabies clinic and comments that the Veterinarian bill was \$360.00 therefore this cut down the Vet's bill to approx. \$200.00.

Old Business: Councilman Dyer and Town Clerk, Fran Sharp report that the town website is up and running and that Courtney, IB Designs did a very nice job and website is user friendly. Courtney will be sending step by step maintenance instructions to Clerk. The Board is very pleased that they went with IB Designs. The website address is: howardny.com. Councilman Frey suggests putting this information in the Shopper. It is also on the Towns entrance door and window. The Board thanked Councilman Ron Dyer and Town Clerk Fran Sharp for all their work on this.

Follow up with the Dog License discussion. Fran Sharp, Clerk presents the Board with the information regarding Multi (3) year dog licenses that they requested at June's meeting. In discussion with a Representative David Chico (Agriculture) from NYS Ag and Markets whom the town sends a portion of revenue to each month, Mr. Chico does not recommend doing multi (3) year licenses since many dogs will not be current on their rabies vaccinations during the licensing period since the dog only needs 30 days left on its current rabies vaccination to issue a license. In another discussion with Jon Frantel from Williamson Law Book whom we have our Town Clerk Plus software with says the system will allow to renew dog licenses for multiple years, but he also does not recommend this. He states that the rabies vaccination must be valid for the multiple years being renewed amongst other reasons.

It was further discussed regarding the issue with unlicensed dogs in the town. The Board had many suggestions and decided on doing a mailing to the town residents with a letter about getting their dog licensed with licensing information before moving towards having a dog census.

A motion was made by Councilman Rice and seconded by Councilman Dyer giving Fran Sharp, Town Clerk the authorization to send out a mailer to the residents of the Town of Howard regarding unlicensed dogs.

Carried: Councilman Frey, Aye; Councilman Dyer, Aye; Councilman Rice, Aye and Supervisor Evia, Aye.

Fran Sharp, Clerk also addresses the Board with a sample of a F.O.I.L. request form asking their opinion on putting it on the Towns Website and if they had any ideas on adding or taking from the sample form. With further discussion, the Board requests that Fran check with Steuben County on how they handle setting fees on the pages and checking with The Association of Towns on what information is not allowed to be given out on a F.O.I.L. request. Town Clerk will follow up.

New Business: No new business to report.

Regular Business: Supervisor Evia reports that 2 more bills will be added to the General expense be reviewed, a Hornell Ambulance bill and Town Hall entrance door repair bill. The following bills were presented for Audit:

Highway	(Abstract #105 – 119)	\$218,577.54
General	(Abstract #128 – 145)	\$42,629.46
Street Lighting	(Abstract #127)	\$318.16

A motion was made by Councilman Frey and seconded by Councilman Rice to pay these bills. Carried: Councilman Frey, Aye; Councilman Dyer, Aye; Councilman Rice, Aye and Supervisor Evia, Aye.

Town Board Discussion: The Board discussed the continued issue with the street lighting in the town still not working.

Adjournment:

A motion was made by Councilman Frey and seconded by Councilman Dyer to adjourn the meeting at 8:20pm.

Carried: Councilman Frey, Aye; Councilman Dyer, Aye; Councilman Rice, Aye and Supervisor Evia, Aye.


Frances Sharp
Town Clerk